

Delaware State Board of Education
The Townsend Building
401 Federal Street, Suite 2
Dover, Delaware 19901

Meeting Minutes

September 28, 2018, 9:00 AM
The Townsend Building
401 Federal Street, Suite 2
Dover, Delaware 19901

I. State Board of Education Roles, Responsibilities, and Boardsmanship Training

Whitney Sweeney called the meeting to order at 9:09 a.m.

Rick Lane conducted roll call for the meeting with 4 members present (Fifer, Lofink, Noble, and Sweeney).

A motion was made by Audrey Noble and seconded by Vincent Lofink to approve the September 28, 2018 Board Training agenda. *The motion carried* (4 Yes to 0 No – Fifer, Lofink, Noble, and Sweeney).

Whitney Sweeney provided background on the objectives of this meeting, which included gaining a common understanding of roles and responsibilities of the State Board of Education, discussing the Board's role relating to charter schools and student appeals, and discussing desired Board processes moving forward.

Jenna Ahner, Executive Director, gave a training presentation regarding the roles and responsibilities of the State Board of Education. She reviewed the education landscape, including the number of public schools and public school students. She provided background and history on the State Board, including changes made through HB455. The Board discussed the roles of officers and staff. Jenna provided background on the responsibilities of the Board including regulatory responsibilities, student appeals, charter school authorizations, school district boundary changes, and responsibilities of being the eligible agency for the federal Perkins plan.

II. Charter School Approval and Renewal Training

John Carwell, Education Association, Charter School Office, gave a training presentation regarding the charter school approval and renewal process. He reviewed the charter school landscape, mission and vision of the Charter School Office and the charter school authorization and renewal process. John outlined the role of the State Board in relation to new applications, renewal applications, major modifications, and formal review. He reviewed the membership of the Charter School Accountability Committee and the anticipated timeline for the 2018 renewal process. The Board reviewed the list of items that is part of the official record for the renewal process.

III. Student Appeals Processes and Procedures Review

Valerie Dunkle, Deputy Attorney General, gave a training presentation regarding the student appeals processes and procedures, and laws relating to these appeals.

IV. Discussion on Tools, Processes, and Routines

Jenna Ahner led a discussion with Board members regarding the tools, processes, and procedures of the Board. The Board discussed the need for a policy for sharing follow-up information after the Board meeting.

V. [Wrap Up and Next Steps](#)

Jenna Ahner summarized the takeaways from the training and will bring next steps to future State Board of Education meetings.

VI. [Adjournment](#)

A motion was made by Vincent Lofink and seconded by Candice Fifer to adjourn the meeting. ***The motion carried*** (4 Yes to 0 No – Fifer, Lofink, Noble, and Sweeney). The meeting adjourned at 12:31 p.m.